

**MINUTES  
BOARD OF DIRECTORS  
LANCASTER-LEBANON INTERMEDIATE UNIT 13  
JUNE 28, 2023**

**CALL TO ORDER**

The regular meeting of the Lancaster-Lebanon Intermediate Unit 13 Board of Directors, held at The Conference and Training Center at IU13 (1020 New Holland Avenue, Lancaster, PA 17601) with a virtual option available, was called to order at 8:07 PM by Mrs. Nikki Rivera, Vice President.

Mrs. Rivera announced that an Executive Session was held immediately prior to the meeting for safety/security, negotiations, legal, and personnel matters.

**PLEDGE OF ALLEGIANCE**

**PRESENTATION**

Mr. Stem shared that he presented Shawn McKinney, Lancaster-Lebanon Education Foundation Student Ambassador, with a Certificate of Appreciation from the Board prior to the meeting in recognition of his support of IU13 students and programs.

Abby Pastorella, ECSES Supervisor, recognized Kelsey Olsen as the IU13 2023 Annie Sullivan Award recipient.

Mr. Stem recognized Mr. Okonak for his five years of service on the IU13 Board of Directors and Mr. Stauffer for his ten years of service.

**ROLL CALL**

Board Members Present:

Brett Buckwalter, Cocalico  
Craig Chubb, Solanco  
Maryann Cini, Palmyra Area  
Susan Dieffenbach, Cornwall-Lebanon  
Michael Fisher, Pequea Valley  
Idette Groff, Conestoga Valley  
Melissa Herr, Lampeter-Strasburg  
Paul Irvin, Eastern Lancaster County  
Ronald Melleby, Donegal  
Charles Merris, Jr., Hempfield  
Raymond Ondrusek, Eastern Lebanon County  
Robert Okonak, Lebanon  
Nelson Peters, Warwick  
Nikki Rivera, Manheim Township  
Ryan Sexton, Columbia Borough (virtual)  
Tim Stauffer, Ephrata Area

Absent:

Dr. Joseph Fullerton, Penn Manor  
Dr. Edith Gallagher, Lancaster  
Staci Murray, Northern Lebanon  
Geoffrey Roche, Annville-Cleona  
Karen Sweigart, Elizabethtown Area  
Jennifer Walker, Manheim Central

Staff Present:

Matthew Stem, Executive Director  
Gina Brillhart, CFO/Assistant to the Executive Director  
Flip Steinour, COO/Assistant to the Executive Director  
Dr. Angela Kirby, Director, PaTTAN-Harrisburg  
Timothy Laubach, Director, Technology Services  
Dr. Joey Rider-Bertrand, Director, Instructional Services  
Sherry Zubeck, Director, Early Childhood and Special Education Services  
Tim Evans, The Conference and Training Center at IU13  
Susan Fisher, Supervisor, Early Childhood and Special Education Services  
Kelly Galbraith, Program Director, Instructional Services  
Mason Getz, Technology Services  
Shannan Guthrie, Program Director, Corporate Communications  
Dr. Kristen Lewald, Project Director, Executive Director's Office  
Abby Pastorella, Supervisor, Early Childhood and Special Education Services  
Patricia Pontz, Executive Director's Office  
Maribel Villa, Human Resources Services  
Dr. Lynette Waller, Program Director, Organizational Culture

Guests:

Kelsey Olsen and Family

**CORRECTIONS/ADDENDA**

Mr. Irvin announced that Human Resources Services has Addendum Item L and that Items G, H, and J will be separated for individual votes.

**APPROVAL OF TONIGHT'S AGENDA**

On a motion by Mr. Peters and a second by Mr. Buckwalter, the meeting agenda was approved.

Motion Carried: Yes-16, No-0, Absent-6

**PUBLIC COMMENTS SPECIFIC TO THE AGENDA**

None.

## **APPROVAL OF MAY 24, 2023 BOARD MINUTES**

On a motion by Mr. Melleby and a second by Mr. Fisher, the minutes of the May 24, 2023 Board meeting were approved as presented.

Motion Carried: Yes-16, No-0, Absent-6

## **TREASURER'S REPORT**

Mr. Melleby presented the Treasurer's Report. On a motion by Mr. Melleby and a second by Mrs. Dieffenbach, the Treasurer's Report, including the following, was approved for the period ending April 30, 2023:

- A. Cash Reconciliation (Treasurer's Report - Cash and Investments)
- B. Investments (Treasurer's Report - Cash and Investments)
- C. Budget Expenditure Report (Treasurer's Report - Expenditure Report)
- D. 2022-23 Program Budget Reconciliation (Treasurer's Report – Budget Reconciliation)
- E. Check Register in the amount of \$15,034,763.29

Motion Carried: Yes-16, No-0, Absent-6

## **BOARD REPORTS**

Mrs. Groff provided a PSBA report.

## **CORRESPONDENCE**

None.

## **BUSINESS SERVICES**

On a motion by Mr. Ondrusek and a second by Mr. Buckwalter, the Board approved Business Services Consent Agenda Items A-J:

- A. Contracts. (Reference Business Services Exhibit A)

*(Purpose: To approve contracts, marketplace contracts, and/or subrecipient agreements as presented in the accompanying Exhibit.)*

- B. Approval of the following proposed budgets: (Reference Business Services Exhibit B)

- 1. SSU 013 – Operations and Infrastructure Support Services

Fiscal Year 2023-24

Proposed Budget: \$27,794,671

Proposed Indirect Revenue: \$0

*(Purpose: To approve the composite budget for the Operations and Infrastructure Support Service Unit which includes the programs listed on the Program Summary. The primary objective of this SSU is to provide leadership, general management and*

*administrative services including human resources, business, finance, payroll, technology, facility, and logistics services to the programs of IU13.)*

2. SBU 015 – Statewide Initiatives

Fiscal Year 2023-24

Proposed Budget: \$33,617,197

Proposed Indirect Revenue: \$1,446,339

*(Purpose: To approve the composite budget for Statewide Initiatives. This SBU is comprised of the program budgets as listed on its Program Summary. The primary objective of this SBU is to support the efforts and initiatives of the Bureau of Special Education, and to build the capacity of local educational agencies to serve students who receive special education services.)*

C. Investment Program for fiscal year 2023-24. (Reference Business Services Exhibit C)

*(Purpose: The 2023-24 Investment Program shall be conducted in a manner consistent with the objectives established in the Investment Policy (609). The plan identifies authorized officers to conduct transactions, monitors cash flow, identifies allowable investment vehicles, and reporting requirements.)*

D. Lancaster-Lebanon Public Schools Insurance Pool coverage for 2023-24.

Workers' Compensation Program \$746,058

Property and Casualty Program \$386,103

*(Purpose: To provide IU13 with insurance coverage through the Lancaster-Lebanon Public Schools Insurance Pool (LLPSIP), a protected self-insured plan.)*

E. Designation of the following newspapers for general circulation:

*Lancaster Newspapers*

*Lebanon Daily News*

*(Purpose: To provide IU13 with designated newspapers for purposes of advertising legal notices, bid notices, etc., in accordance with Board Policy for fiscal year 2023-24.)*

F. Award Bid #223-007, CAFCO Grocery Bid. (Reference Business Services Exhibit D)

*(Purpose: To award this bid under the Collaborative Services' Collaborative Purchasing Program. Collaborative Services solicits participating districts' needs; aggregates total requirements; and creates, advertises, and makes a recommendation to award to the lowest responsible bidder complying with bid specifications. The 2023-24 CAFCO Grocery Bid was opened on April 5, 2023, and reviewed by the CAFCO Advisory Team and Collaborative Services on April 27, 2023. The recommendation is to award the entire bid to Feesers. A detailed analysis of all bids received is maintained in the IU13 Business Office.)*

G. Award Bid #223-029, Cafeteria Paper Supplies Bid. (Reference Business Services Exhibit E)

*(Purpose: To award this bid under the Collaborative Services' Collaborative Purchasing Program. Collaborative Services solicits participating districts' needs; aggregates total requirements; and creates, advertises, and makes a recommendation to award to the lowest responsible bidder complying with bid specifications. The 2023-2024 CAFCO Cafeteria*

*Paper Supplies Bid is a no-requirements based bid and is awarded to one primary vendor. The bid was opened on June 14, 2023, and reviewed by the IU13 Collaborative Services Team on June 15, 2023. Bids were received from only one vendor. A detailed analysis of all bids received is maintained in the IU13 Business Office.)*

- H. Leased properties from Lancaster-Lebanon Joint Authority as listed on the 2023-24 Master Lease Schedule. (Reference Business Services Exhibit F)

*(Purpose: To request approval to lease office and program facilities from the Lancaster-Lebanon Joint Authority for fiscal year 2023-24. These are properties owned by the Lancaster-Lebanon Joint Authority. A minimal lease rate is charged to IU13 to provide for ongoing maintenance in support of the Joint Authority's 5-year capital improvement plan.)*

- I. Subleased properties from Lancaster-Lebanon Joint Authority as listed on the 2023-24 Master Sublease Schedule. (Reference Business Services Exhibit G)

*(Purpose: To request approval to sublease office and program facilities from the Lancaster-Lebanon Joint Authority for fiscal year 2023-24. These are properties leased by the Lancaster-Lebanon Joint Authority for use by IU13. A \$.50 SF maintenance fee is included in the sublease rate to provide for ongoing maintenance in support of the Joint Authority's 5-year capital improvement plan.)*

- J. Subleased properties from Lancaster-Lebanon Joint Authority as listed on the 2022-23 Revised Master Sublease Schedule. (Reference Business Services Exhibit H)

*(Purpose: To request approval to sublease office and program facilities from the Lancaster-Lebanon Joint Authority for fiscal year 2022-23. These are properties leased by the Lancaster-Lebanon Joint Authority for use by IU13. A \$.50 SF maintenance fee is included in the sublease rate to provide for ongoing maintenance in support of the Joint Authority's 5-year capital improvement plan.)*

Motion Carried: Yes-16, No-0, Absent-6

BUSINESS SERVICES  
Business, EDO, and PaTTAN Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	Business	001 ADMIN AND MGMT SERVICES	PROFESSIONAL (Amendment)	Federal, State, Local	JOHN STERLING ASSOCIATES LLC	9/1/20-10/1/23	\$13,124.50	Medical Assistance (MA) provider screening	Amendment to C2231163 originally approved on 8/12/2020. Revision increases the contract by \$1,124.50 for a new contract total of \$13,124.50 to continue to provide Medical Assistance services.	Sole Source
2.	Business	001 ADMIN AND MGMT SERVICES	PROFESSIONAL	Federal, State, Local	OLIN, STEPHEN	7/1/23-6/30/24	\$40,000.00 Annually	Medical authorizations of IEP services	Medical authorization of IEP health-related service for billing under the school-based ACCESS program.	Quotations
3.	Business (EDO)	013 OPERATIONS AND INFRASTRUCTURE	EXTERNAL	Local	41 CHERRY ST LLC	5/25/23-11/30/23	Not to exceed \$20,000.00	Superintendents' Fall Study Council	Lodging for Superintendents' Fall Study Council at Hotel Vermont from October 24-27, 2023.	Quotations
4.	Business (EDO)	013 OPERATIONS AND INFRASTRUCTURE	PROFESSIONAL	Local	CONVERSATIONS INC	7/1/23-6/30/24	Not to exceed \$15,000.00	Leadership Development	To create a team of strategic, collective problem identifiers and solvers, focused on the organization as a whole, working together to build an empowered, cohesive, and energized organization. Individual sessions will provide fundamental tools and concepts of leadership and management.	Sole Source
5.	Business (EDO)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	THE HANOVER RESEARCH COUNCIL LLC	7/1/23-6/30/26	Not to exceed \$43,900.00 Annually	Custom Research for CSI	To provide custom research and analytics related to CSI designated schools and LEAs in Pennsylvania.	Sole Source
6.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	KLOO, AMANDA	7/1/23-6/30/24	Not to exceed \$39,400.00	State Systemic Improvement Plan (SSIP) Consultation	To provide support to the Pennsylvania Department of Education (PDE) Bureau of Special Education (BSE) with data collection and analysis as well as support with the preparation of the Federal report. Pennsylvania is required to design and implement a State Systemic Improvement Plan (SSIP), and that federal requirement includes a statewide evaluation plan and report.	Sole Source
7.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	LEADER SERVICES	7/1/23-6/30/24	Not to exceed \$21,500.00	Information technology Support	To provide ongoing maintenance, support, and hosting of the pTrack and RENEW systems at the request of the Pennsylvania Department of Education (PDE). Both systems are part of the Behavior initiative.	Sole Source
8.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	LEADER SERVICES	7/1/23-6/30/24	Not to exceed \$13,000.00	Technology support	To provide hosting, maintenance, support, and programming services for the SSIP system for the 2023-24 school year.	Sole Source
9.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	EXTERNAL	Federal	MARCO HOLDINGS LLC	7/1/23-6/30/28	Not to exceed \$40,545.00	Printer services contract	To provide upgrades to the printer fleet at PaTTAN Central office.	Sole Source

BUSINESS SERVICES  
Business, EDO, and PaTTAN Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
10.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	REGENTS OF THE UNIVERSITY OF MINNESOTA	7/1/23-12/31/23	Not to exceed \$11,000.00	Professional Development	To provide professional development presentation for constituents attending the Implementers Forum.	Sole Source
11.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	SIGMA MANAGEMENT GROUP LLC	7/1/23-6/30/24	Not to exceed \$202,500.00	Research and data analysis	To provide research, data analysis, and technical assistance services to the Pennsylvania Department of Education (PDE).	Sole Source
12.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	PROFESSIONAL	Federal	TYREE, RHONDA BEACH	7/1/23-6/30/24	Not to exceed \$56,000.00	Special Education Advisory Panel facilitation	To provide facilitation services to the Pennsylvania Department of Education (PDE) for the Special Education Advisory Panel, as requested by the PDE.	Sole Source

**Business, EDO, and PaTTAN Contracts**

## Subrecipient Contracts

No.	Dept.	SBU/SSU	Source	Subrecipient	Term	Cost	Scope	Explanation
1.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	TUSCARORA IU 11	7/1/23-6/30/24	Not to exceed \$4,870,983.00	Applied Behavior Analysis Supports Initiative	To support school districts in the use of Applied Behavior Analysis (ABA), a scientifically supported treatment for helping children with autism improve behavior and build communication skills. ABA analyzes each child's needs and uses positive reinforcement to teach and maintain appropriate behaviors.
2.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	BLAST INTERMEDIATE UNIT 17	7/1/23-6/30/24	Not to exceed \$1,733,349.00	Braille and large print instructional material production	To support local educational agencies (LEAs) in meeting the requirements of Individuals with Disabilities Educational Act (IDEA) 2004 for the provision of accessible instruction in braille and large print production.
7.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	CENTRAL DAUPHIN SCHOOL DISTRICT	7/1/22-6/30/23	Not to exceed \$50,000.00	Comprehensive Supports Initiative	Amendment of C2233697, originally approved on May 24, 2023. This revision increases the contract by \$25,000.00 for a new contract total of \$50,000.00 to cover additional identified needs under the Comprehensive Supports Initiative.
9.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	HUNTINGDON AREA SCHOOL DIST	7/1/22-6/30/23	Not to exceed \$50,000.00	Comprehensive Supports Initiative	Amendment of C2233703, originally approved on May 24, 2023. This revision increases the contract by \$35,000.00 for a new contract total of \$50,000.00 to cover additional identified needs under the Comprehensive Supports Initiative.
5.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT	7/1/22-6/30/23	Not to exceed \$40,000.00	Comprehensive Supports Initiative	Amendment to C2233690, originally approved May 24, 2023. This amendment increases the PO by \$12,000.00 for a new contract total of \$40,000 to allow the contractor to enhance its proposed services under the Comprehensive Supports initiative.
14.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	SOUTHERN FULTON SCHOOL DIST	7/1/22-6/30/23	Not to exceed \$68,000.00	Comprehensive Supports Initiative	Amendment to C2233615, originally approved on March 8, 2023. This revision increases the contract by \$55,500.00 for a new contract total of \$68,000.00 to cover additional identified needs under the Comprehensive Supports Initiative.



**Business, EDO, and PaTTAN Contracts**

## Subrecipient Contracts

No.	Dept.	SBU/SSU	Source	Subrecipient	Term	Cost	Scope	Explanation
7.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	BLACKLICK VALLEY SCHOOL DISTRICT	7/1/22-6/30/23	Not to exceed \$25,000.00	Comprehensive Supports Initiative	To provide critical services, supplies and resources as designated by the Pennsylvania Department of Education (PDE) pursuant to its Comprehensive Supports Initiative to enhance learning opportunities in critically underserved areas of the Commonwealth.
8.	Business (PaTTAN)			FLEETWOOD AREA SCHOOL DISTRICT		Not to exceed \$50,000.00		
9.	Business (PaTTAN)			GREATER JOHNSTOWN SCHOOL DISTRICT		Not to exceed \$55,000.00		
10.	Business (PaTTAN)			JUNIATA COUNTY SCHOOL DIST		Not to exceed \$50,000.00		
11.	Business (PaTTAN)			LINCOLN CHARTER SCHOOL		Not to exceed \$50,000.00		
12.	Business (PaTTAN)			MIFFLIN COUNTY SCHOOL DISTRICT		Not to exceed \$25,000.00		
13.	Business (PaTTAN)			MIFFLINBURG AREA SCHOOL DIST		Not to exceed \$50,000.00		
14.	Business (PaTTAN)			NEWPORT SCHOOL DISTRICT		Not to exceed \$13,000.00		
15.	Business (PaTTAN)			WILLIAMSPORT AREA SCHL DIST		Not to exceed \$50,000.00		
16.	Business (PaTTAN)			YOUNG SCHOLARS OF CENTRAL PENNSYLVANIA CHARTER		Not to exceed \$10,000.00		
17.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Local	TUSCARORA IU 11	7/1/23-6/30/24	Not to exceed \$89,100.00	Consulting	To retain the services of a consultant to review and provide feedback on individual student English Learner (EL) plans to ensure compliance with Title III and Individuals with Disabilities Educational Act (IDEA)/Chapter 14. The consultant will provide virtual technical assistance as needed to LEAs and to the Alternative Education to Disruptive Youth (AEDY) program private providers for the AEDY initiative.
19.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	MIDWESTERN INTERMEDIATE UNIT 4	7/1/23-6/30/24	Not to exceed \$114,790.00	RAST staffing	To provide support staffing for the Regional Assessment and Support Teams (RAST) program which is funded through IDEA funding to provide comprehensive educational programs for incarcerated juveniles.

Board Month: JUNE

Count: 20

## BUSINESS SERVICES

**Business, EDO, and PaTTAN Contracts**

## Subrecipient Contracts

No.	Dept.	SBU/SSU	Source	Subrecipient	Term	Cost	Scope	Explanation
19.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	MIDWESTERN INTERMEDIATE UNIT 4	7/1/22-6/30/23	Not to exceed \$116,341.00	RAST services	Amendment of C2233185, originally approved August 10, 2022. This revision increases the contract by \$4,500.00 for a new contract total of \$116,341.00, which provides adequate funding to allow the services to be funded through the end of the fiscal year.
20.	Business (PaTTAN)	015 STATEWIDE INITIATIVES	Federal	PHILADELPHIA HUNE INC	7/1/23-6/30/24	Not to exceed \$240,000.00	State Systemic Improvement Plan (SSIP)	To provide services that align with the goals of the Pennsylvania State Systemic Improvement Plan (SSIP) to create a safe, culturally responsive place for students with and without disabilities to increase participation within the community, improve students' social skills, increase school retention, and increase high school graduation rates. Services include the development of publications/documents, presenting at national/statewide conferences with SSIP team, and participating and networking with SSIP statewide committee. The summer and after-school program will work with the youth to increase their school attendance rates, socialization rates, and academic performance with the goal of graduating with a high school diploma.

## **EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES**

On a motion by Mrs. Groff and a second by Mr. Okonak, the Board approved Early Childhood and Special Education Services (ECSES) Consent Agenda Items A-G:

A. Contracts. (Reference Early Childhood and Special Education Services Exhibit A)

*(Purpose: To approve contracts, marketplace contracts, and/or subrecipient agreements as presented in the accompanying Exhibit.)*

B. Approval of the following proposed budget(s): (Reference Early Childhood and Special Education Services Exhibit B)

1. SBU 005 – Early Learners

Fiscal Year 2023-24

Proposed Budget: \$39,167,138      Proposed Indirect Revenue: \$1,986,731

*(Purpose: To approve the composite budget for the Early Learners Unit. This SBU is comprised of the program budgets listed on its Program Summary. The primary objective of this SBU is early prevention and intervention, and to engage young children in vibrant learning opportunities to reach their full potential and provide a supportive environment where children have a sense of belonging.)*

2. SBU 011 – Special Education Classroom Services

Fiscal Year 2023-24

Proposed Budget: \$48,685,415      Proposed Indirect Revenue: \$3,181,271

*(Purpose: To approve the composite budget for the Special Education Classroom Services Unit which includes the programs as listed on the Program Summary. The primary purpose of this SBU is delivering direct instruction and support to students and staff in order to prepare each student for responsible proactive participation in his/her community by providing authentic and effective opportunities, supports, and programming.)*

3. SBU 012 – Itinerant Solutions

Fiscal Year 2023-24

Proposed Budget: \$29,993,496      Proposed Indirect Revenue: \$1,952,984

*(Purpose: To approve the composite budget for the Itinerant Solutions Unit which includes the programs as listed on the Program Summary. The primary focus of this SBU is being responsive educational partners who provide reliable customized solutions to enhance and expand the delivery of student services. The SBU aspires to be the "provider of choice" by assuring solutions are specialized, cost-effective, and evidence based.)*

4. SBU 014 – Pass-Thru Funds Administration Services  
Fiscal Year 2023-24  
Proposed Budget: \$18,314,184      Proposed Indirect Revenue: \$324,937

*(Purpose: To approve the composite budget for the Federal Pass-thru Administration Services Unit. This SBU is comprised of a total of three program budgets as listed on its Program Summary. The primary objective of this SBU is to manage pass-thru funds from state and federal sources in compliance with fiscal and programmatic guidelines, and to ensure strong internal controls over the disbursement, tracking, and reporting of funds.)*

- C. First Reading of revised Policy 236.1 – Threat Assessment. (Reference ECSES Exhibit C)

*(Purpose: Revisions proposed to align with PSBA and internal recommendations.)*

- D. First Reading of revised Policy 805 – Emergency Preparedness and Response. (Reference ECSES Exhibit D)

*(Purpose: Revisions proposed to align with PSBA and internal recommendations.)*

- E. First Reading of revised Policy 805.2 – School Security Personnel. (Reference ECSES Exhibit E)

*(Purpose: Revisions proposed to align with PSBA and internal recommendations.)*

- F. First Reading of revised Policy 808 – Food Services. (Reference ECSES Exhibit F)

*(Purpose: Revisions proposed to align with PSBA and internal recommendations.)*

- G. Award SW settlement agreement in the amount of \$11,223.16 to reconcile matter related to preschool early intervention services.

Motion Carried: Yes-16, No-0, Absent-6

ECSES Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	ECSES	005 EARLY LEARNERS	PROFESSIONAL	Federal	LIVING STRONG CONSULTING LLC	7/1/23-6/30/24	Not to exceed \$52,030.00	Coach for the Early Head Start and ELECT Programs with Lancaster-Lebanon IU13	To provide coaching to Early Head Start and ELECT staff, and to provide feedback and resources in order to meet the Head Start Program Performance Standards. Price is based on agreed-upon rate between IU13 and the contractor, which is their current rate of service.	Sole Source
2.	ECSES	005 EARLY LEARNERS	EXTERNAL	Federal, State	CORNWALL LEBANON SCH CAFETERIA	7/1/23-6/30/24	Not to exceed \$21,060.00	Food services for Head Start classes	To provide adult meals per Head Start Performance Standards.	Sole Source
3.	ECSES	005 EARLY LEARNERS	EXTERNAL	Federal, State	CORNWALL LEBANON SCH CAFETERIA	7/1/23-6/30/24	Not to exceed \$55,917.00	Food services for Head Start classes	To provide student meals per Head Start Performance Standards.	Sole Source
4.	ECSES	005 EARLY LEARNERS			EASTERN LEBANON COUNTY SCHOOL DISTRICT		Not to exceed \$25,821.00			Sole Source
5.	ECSES	005 EARLY LEARNERS			NORTHERN LEBANON SCHOOL DISTRICT		Not to exceed \$25,650.00			Sole Source
6.	ECSES	005 EARLY LEARNERS			PALMYRA AREA SCHOOL DISTRICT		Not to exceed \$25,650.00			Sole Source
7.	ECSES	005 EARLY LEARNERS	PROFESSIONAL (Amendment)	Federal	LANGUAGE SERVICES CONSULTANTS INC	7/1/22-6/30/23	Not to exceed \$24,000.00	Foreign Language Interpreting and Translation Services	Amendment of C2233020 originally approved 5/18/2022. This revision increases the contract by \$15,000 for a revised amount of not to exceed \$24,000 due to increased requests for interpreting services.	Sole Source
8.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	EXTERNAL	State	N2Y LLC	7/1/23-7/31/24	\$32,887.44	12 Symbol Stix Prime licences, 34 News2You licenses and 29 Unique Learning System licenses	To provide access to 12 SymbolStix Prime licenses, 34 News2You licenses, and 29 Unique Learning System licenses.	Sole Source
9.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	EXTERNAL	State	EVERYDAY SPEECH LLC	9/29/23-9/29/25	\$43,510.85	38 Basic (Annual) Everyday Speech licenses, 32 Premium (Annual) Everyday Speech licenses, 4 Bundled Curricula, and 1 Social Emotional Learning Curriculum	To provide Everyday Speech licenses to IU staff over multiple years.	Sole Source
10.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	EXTERNAL	State	IXL LEARNING INC	7/6/23-7/5/26	\$19,879.00	450 Student Math and ELA Licenses for Grades K-12	To provide 450 Student Math and ELA licenses for Grades K-12 for three years.	Sole Source
11.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	EXTERNAL	State	INTERNATIONAL ACADEMY OF SCIENCE (ACCELUS)	7/1/23-6/30/24	\$18,975.00	639 Acellus Site Licenses, 1 quick start training for Acellus Administrators, and 1 quick start teacher training	To provide Acellus licenses for IU students to access online curriculum.	Sole Source

**ECSES Contracts**

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
12.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	PROFESSIONAL	Local	PHOENIX COURIER LTD	9/1/23-6/28/24	\$83,520.00	Delivery of Student Meals	To provide delivery of student meals by Phoenix Courier LTD. Phoenix will pick up meals at Manheim Central School District and deliver to Community Schools, CEC, and PHP at a cost of \$464 per day for 180 days.	Quotations
13.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	PROFESSIONAL	Local	MANHEIM CENTRAL S D FOOD SERVICES	8/1/23-7/31/24	Not to exceed \$15,000.00	Student Nutrition Services	To provide student nutrition services including breakfast and lunch to a maximum of 200 students for 180 days, for the following centers: CSW, CSSE, Autistic Support at CEC, Emotional Support at CEC, Fairland at CEC. In addition, services are provided for PHP (a full-year program), and five weeks during the months of June and July are provided for Extended School Year.	Quotations
14.	ECSES	011 SPECIAL EDUCATION CLASSROOM SERVICES	PROFESSIONAL	Local	MASONIC VILLAGES OF THE GRAND LODGE OF PA	8/1/23-6/28/24	Not to exceed \$22,000.00	Student Nutrition Services	To provide meals for a maximum of 12 students at the Masonic Village Program for approximately 180 school days.	Quotations
15.	ECSES	012 ITINERANT SOLUTIONS	PROFESSIONAL	State	BOYO TRANSPORTATION SERVICES INC	7/1/23-6/30/26	\$1,000,000.00	Pupil Transportation	To provide transportation for Early Intervention and school-age students attending IU13-operated programs or a non-IU location. This contractor will provide transportation when services are requested by the home school district. Pending contract negotiations.	RFP# 223-021
16.	ECSES	012 ITINERANT SOLUTIONS	PROFESSIONAL	State	FAITHFUL TRANSPORTATION LLC	7/1/23-6/30/26	\$3,000,000.00	Pupil Transportation	To provide transportation for Early Intervention and school-age students attending IU13-operated programs or a non-IU location when a student has an IEP. This contractor will provide transportation when services are requested by the home school district. Pending contract negotiations.	RFP# 223-021

**ECSES Contracts**

## Subrecipient Contracts

No.	Dept.	SBU/SSU	Source	Subrecipient	Term	Cost	Scope	Explanation
1.	ECSES	005 EARLY LEARNERS	State	LEBANON FAMILY YMCA	7/1/22-6/30/23	Not to exceed \$146,240.00	PA Pre-K Counts Partnership agreement for the 2022-2023 program year	Amendment of C2233072, originally approved on 8/10/2022, to increase the pass-through funds to Lebanon Valley Family YMCA by \$11,240 for additional expenses of fixing fire alarm and purchase of curriculum materials approved by OCDEL on 6/15/2023.
2.	ECSES	005 EARLY LEARNERS	Local	COMMUNITY ACTION PARTNERSHIP OF LANCASTER COUNTY	8/1/23-7/31/24	Not to exceed \$541,450.00	Early Head Start Child Care Partner Letter of Agreement	The OCDEL Early Head Start - Child Care Partnership program works collaboratively to serve income-eligible children in high-quality childcare and to provide comprehensive services to support school readiness and family self-sufficiency. Contract pending negotiations.
3.	ECSES	005 EARLY LEARNERS		LANCASTER RECREATION COMMISSION		Not to exceed \$147,665.00		
4.	ECSES	005 EARLY LEARNERS		LEBANON FAMILY YMCA		Not to exceed \$98,443.00		
5.	ECSES	005 EARLY LEARNERS	State	KOCHENDERFER'S UNITED METHODIST CHURCH	7/1/22-6/30/23	Not to exceed \$359,256.00	PA Pre-K Counts Partnership to serve income eligible children for the 2022-2023 program year	Amendment of C2233071, originally approved 8/10/2022, and amended 12/14/2022, to increase pass-through by \$9,256 for the expenses of purchasing curriculum and child-sized furniture and materials for the two Pre-K Counts classrooms. Additional expenses were approved by OCDEL on the change form dated 6/15/2023.
6.	ECSES	005 EARLY LEARNERS	State	COMMUNITY ACTION PARTNERSHIP OF LANCASTER COUNTY	7/1/23-6/30/24	Not to exceed \$370,000.00	Pre-K Counts Partnership for 2023-2024 school year	To work in a collaborative manner to provide children with the early learning skills and support they need to succeed when they enter kindergarten.
7.	ECSES	005 EARLY LEARNERS		DIAMOND STREET EARLY CHILD CENTER		Not to exceed \$260,000.00		
8.	ECSES	005 EARLY LEARNERS		NEW HOLLAND EARLY LEARNING CENTER		Not to exceed \$180,000.00		
9.	ECSES	005 EARLY LEARNERS		KOCHENDERFER'S UNITED METHODIST CHURCH		Not to exceed \$380,000.00		

Board Month: JUNE

Count: 12

## EARLY CHILDHOOD AND SPECIAL EDUCATION SERVICES

**ECSES Contracts**

## Subrecipient Contracts

No.	Dept.	SBU/SSU	Source	Subrecipient	Term	Cost	Scope	Explanation
10.	ECSES	005 EARLY LEARNERS		LEBANON FAMILY YMCA		Not to exceed \$150,000.00		
11.	ECSES	005 EARLY LEARNERS		LEBANON SCHOOL DISTRICT		Not to exceed \$1,500,000.00		
12.	ECSES	014 FED PASS-THRU FUNDS ADMIN SERVICES	Federal	LA ACADEMIA CHARTER SCHOOL	7/1/22-9/30/23	\$42,900.00	Subrecipient Letter of Agreement for implementation of Individuals with Disabilities Education Act (IDEA) Part B - Funds	To provide funds that will be used to support appropriate services to school-age children eligible for services through these funds in accordance with Individuals with Disabilities Education Act (IDEA) guidelines and directives issued by PDE, and provisions to the State IDEA Plan.



## **INSTRUCTIONAL SERVICES/TECHNOLOGY SERVICES**

On a motion by Mr. Buckwalter and a second by Mr. Melleby, the Board approved Instructional Services/Technology Services Consent Agenda Items A-B.

A. Contracts. (Reference Instructional Services/Technology Services Exhibit A)

*(Purpose: To approve contracts, marketplace contracts, and/or subrecipient agreements as presented in the accompanying Exhibit.)*

B. Approval of the following proposed budget(s): (Reference Instructional Services/Technology Services Exhibit B)

1. SBU 002 – Community Education

Fiscal Year 2023-24

Proposed Budget: \$3,912,520

Proposed Indirect Revenue: \$213,009

*(Purpose: To approve the composite budget for the Community Education Strategic Business Unit which includes the programs as listed on the Program Summary. The primary objectives of this SBU are to provide the knowledge and skills necessary for youth and adult learners to succeed as family members, workers, and citizens, and to improve their quality of life by transitioning, as appropriate, into post-secondary education, training, or employment.)*

2. SBU 004 – Teaching and Learning Collaborative

Fiscal Year 2023-24

Proposed Budget: \$8,552,976

Proposed Indirect Revenue: \$517,033

*(Purpose: To approve the composite budget for the Teaching and Learning Collaborative Strategic Business Unit which includes the programs listed on the Program Summary. The primary objective of this SBU is to lead the continuous improvement of learning systems through the innovative application of best-practice solutions.)*

3. SBU 007 – Student Services

Fiscal Year 2023-24

Proposed Budget: \$10,788,726

Proposed Indirect Revenue: \$545,298

*(Purpose: To approve the composite budget for the Student Services Strategic Business Unit which includes the programs listed on the Program Summary. The primary objective of this SBU is to provide a variety of supports for students in public and nonpublic schools, offering multiple opportunities for learning through direct instruction, enrichment activities, student competitions, and the appropriate utilization of state and federal funds to support these services.)*

4. SBU 016 – Regional Technology Solutions  
Fiscal Year 2023-24

Proposed Budget: \$20,652,230

Proposed Indirect Revenue: \$924,689

*(Purpose: To approve the composite budget for the Regional Technology Solutions Strategic Business Unit which includes the programs listed on the Program Summary. The primary objective of this SBU is to provide cost-effective quality innovative solutions and services to the education market.)*

Motion Carried: Yes-16, No-0, Absent-6

IS and TS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	IS	004 TEACHING AND LEARNING COLLABORATIVE	PROFESSIONAL	State	CGR EDUCATIONAL ASSOCIATES LLC	7/1/23-6/30/24	Not to exceed \$107,375.00	Mandatory Leadership training for Administrators	To provide mandatory leadership training for principals and administrators with varying levels of experience. Dr. Cheryl Rudawski is the Regional Program Leader for the operation of the Pennsylvania Inspired Leadership (PIL) initiative.	Sole Source
2.	IS	004 TEACHING AND LEARNING COLLABORATIVE	EXTERNAL	Local	NCEE	8/1/23-6/28/24	\$64,000.00	System Design Benchmarking training and implementation	To provide training, materials, technical support, tools, and licensing to IU13 district staff for System Design Benchmarking implementation.	Sole Source
3.	IS	004 TEACHING AND LEARNING COLLABORATIVE	SPEAKER	Local	SPENCER CREATIVE SERVICES	6/1/23-12/31/23	\$10,000.00	Keynote speaker for Elementary/Secondary Technology Conferences	For John Spencer to provide keynote presentations for the Elementary & Secondary Technology Conferences. Not to exceed \$10,000 including travel/lodging.	Sole Source
4.	TS	005 EARLY LEARNERS	PROFESSIONAL (Amendment)	Local	PRO MAX FENCE SYSTEMS LLC	11/1/22-5/30/23	\$17,790.00	Fencing for EI playground at CEC	Amendment of C2233381 originally approved on 10/12/2022 and amended for name only on 5/10/2023. Revision adds \$1,890 to the contract for a revised total of \$17,790. This amendment allows us to add one 4' wide swing gate to the south side of playground fence with a standard latch (no panic hardware).	COSTARS #008-E22-819
5.	TS	014 FED PASS-THRU FUNDS ADMIN SERVICES	PROFESSIONAL (Amendment)	Federal	DETWILER ROOFING LLC	1/27/23-8/17/23	\$719,008.19	Roof replacement at One Cumberland	Two amendments of C2233590, originally approved on 2/8/2023 and amended on 5/24/2023. One amendment increases the contract by \$14,155 to install sub framing members packed out to reduce the visual appearance of the current sag in conjunction with roof replacement of One Cumberland, Lebanon. The second amendment increases the contract by \$4,706 to add new painted louvers in 2 dormers in conjunction with the roof replacement.	Bid #223-012
6.	TS	014 FED PASS-THRU FUNDS ADMIN SERVICES	PROFESSIONAL	Federal	MIDSTATE MECHANICAL & ELECTRICAL, LLC	5/9/23-9/30/23	\$651,338.00	HVAC and lighting units in Fairland and CSW	Installation of the HVAC and lighting units in Fairland and Community School West.	Bid #1079922
7.	TS	014 FED PASS-THRU FUNDS ADMIN SERVICES	PROFESSIONAL	Federal	MIDSTATE MECHANICAL & ELECTRICAL, LLC	5/9/23-9/30/23	\$292,670.00	Upgrade HVAC and lighting in Fairland and CSW	Electrical upgrades to the HVAC and lighting units at Fairland and Community School West.	Bid #1079922

Board Month: JUNE  
Count: 8

INSTRUCTIONAL SERVICES/TECHNOLOGY SERVICES

IS and TS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
8.	TS	016 REGIONAL TECHNOLOGY SOLUTIONS	EXTERNAL (Amendment)	Local	COMCAST	7/1/23-6/30/24	\$55,000.00	Wide Area Network [WAN] Circuits	To provide continuation of Wide Area Network service to IU13-Community School West and The Janus School, via IU13-Fairland until their new dark fiber circuits are completed. Up to 2 months of service may be required for IU13-Burle until new service to Fairland is installed. An estimated 65% of the costs for all circuits (except IU13-Burle) will be paid by E-rate, and the remaining will be paid by the participating schools. Service term extension is permitted per terms of the original contract.	RFP# 178-033 E-Rate# 180001124

## **HUMAN RESOURCES SERVICES**

On a motion by Mr. Irvin and a second by Mr. Peters, the Board approved Human Resources Services Agenda Item G:

- G. Approval of a 4.0% salary increase for Act 93 staff members based on the Board approved salary matrix for the 2023-2024 school year.

Motion Carried: Yes-16, No-0, Absent-6

On a motion by Mr. Irvin and a second by Mr. Peters, the Board approved Human Resources Services Agenda Item H:

- H. Approval of a 4.0% salary increase for Confidential staff members based on the Board approved salary matrix for the 2023-2024 school year.

Motion Carried: Yes-16, No-0, Absent-6

On a motion by Mr. Irvin and a second by Mr. Buckwalter, the Board approved Human Resources Services Agenda Item J:

- J. Approval of amendment to the IU13 Executive Director contract to remove the minimum salary increase requirement and any requirement to mirror the Act 93 salary increase effective July 1, 2023. (Reference Human Resources Services Exhibit E)

Motion Carried: Yes-15, No-1 (Mrs. Groff), Absent-6

On a motion by Mr. Irvin and a second by Mr. Peters, the Board approved Human Resources Services Agenda Items A-F, I, and K-O:

- A. Contracts. (Reference Human Resources Services Exhibit A)

*(Purpose: To approve contracts, marketplace contracts, and/or subrecipient agreements as presented in the accompanying Exhibit.)*

- B. Approval of the following proposed budget(s): (Reference Human Resources Services Exhibit B)

1. SBU 001 – Administrative and Management Services  
Fiscal Year 2023-2024  
Proposed Budget: \$3,663,500      Proposed Indirect Revenue: \$179,772

*(Purpose: To approve the composite budget for the Administrative and Management Services Strategic Business Unit which includes the programs as listed on the Program Summary. The primary objective of this SBU is to deliver cost-effective and innovative administrative and management solutions.)*

2. SSU 018 – Internal Service Funds for Employee Benefits  
Fiscal Year 2023-2024

Proposed Budget: \$22,334,380      Proposed Indirect Revenue: \$649,595

*(Purpose: To approve the composite budget for the Internal Service Funds for Employee Benefits Unit which includes the programs as listed on the Program Summary. The primary objective of this SSU is to provide high-quality benefits to employees in a fiscally responsible way, allowing IU13 to care for human resources while balancing financial resources.)*

- C. Personnel Actions as presented in Human Resources Services. (Reference Human Resources Exhibit C)

*(Purpose: To approve Resignations, Retirements, Terminations, Employment, Leaves of Absence, and/or Change of Position/Status/Salary.)*

- D. Second Reading and Approval of revised Policy 351 – Drug and Substance Abuse. (Reference Human Resources Services Exhibit D)

*(Purpose: Revisions proposed to align with PSBA, solicitor, and internal recommendations.)*

- E. Approval of a 5.25% salary increase for Community Education staff members based on the Board approved salary matrix for the 2023-2024 school year.
- F. Approval of a \$600 retention incentive for eligible full-time Community Education staff members for the 2023-2024 school year.
- I. Approval of contract for the reappointment of Philip Steinour – IU13 Assistant to the Executive Director-Chief Operating Officer, for the term July 1, 2023, through June 30, 2028.
- K. Approval of Brubaker Connaughton Goss & Lucarelli, LLC, Attorneys at Law, as special counsel to provide professional services related to IU13's benefit plans and related matters at a special fixed rate of \$270 per hour effective July 1, 2023, through June 30, 2024.
- L. Approval to retain McNees Wallace & Nurick LLC, as special conflicts counsel per Engagement Agreement, at a rate of \$420/hour, effective July 1, 2023, through June 30, 2024.
- M. Approval to retain Cipriani & Werner, PC, as special counsel for personnel and benefit plan matters, at a rate of \$175 for attorney services and \$110 for paralegal services effective July 1, 2023, through June 30, 2024.
- N. The following IU13 Professional staff have attained tenure:

Eleanor Bennett	8/11/2023
Jennifer Campbell	8/20/2023
Sheryl Haertter	8/17/2023
Olya Hershey	8/10/2023
Kierra Lynch	8/10/2023
Mikayla Poole	7/13/2023

O. Personnel Actions as presented in Human Resources Services Exhibit F.

*(Purpose: To approve Resignations, Retirements, Terminations, Employment, Leaves of Absence, and/or Change of Position/Status/Salary.)*

Motion Carried: Yes-16, No-0, Absent-6

Board Month: JUNE  
Count: 6

HUMAN RESOURCES SERVICES

HRS Contracts

No.	Dept.	SBU/SSU	Contract Type	Source	Contractor	Term	Cost	Scope	Explanation	Procurement
1.	HRS	001 ADMIN AND MGMT SERVICES	EXTERNAL	Local	BEAR CREEK MOUNTAIN RESORT	4/1/24-6/30/24	\$50,000.00	HR conference venue- lodging, meeting room space, and food service for HR Conference - April 2024	Purchase of lodging, meeting room space, and food service for attendees of the District HR Conference taking place on 4/24/24-4/26/24, amount not to exceed \$50,000.	Quotations
2.	HRS	013 OPERATIONS AND INFRASTRUCTURE	PROFESSIONAL (Amendment)	Local	MAXIM HEALTHCARE SERVICES HOLDINGS INC	7/1/21-6/30/24	\$150,000.00	Temporary staffing services as secondary vendor for direct services to students through pricing award IU13 RFP #201-021	Amendment to C2122093 approved June 16, 2021. This revision does not add any additional funds to the contract but is to add Certified School Nurse as additional services at a rate of \$65.00 per hour.	RFP# 201-021
3.	HRS	013 OPERATIONS AND INFRASTRUCTURE	EXTERNAL	Local	POWERSCHOOL HOLDINGS LLC	7/1/23-6/30/24	\$59,304.88	Subscription renewal for Business Plus software	To provide the annual renewal of support, license, and subscription fees for PowerSchool Business Plus software used for Human Resources and Business Services operations.	Sole Source
4.	HRS	018 INT SVC FUNDS-EMP BEN	EXTERNAL	Local	AETNA LIFE INSURANCE COMPANY	7/1/23-6/30/24	\$300,000.00	Stop Loss Carrier	Stop loss insurance to provide protection against catastrophic or unpredictable losses as it relates to	Quotations
5.	HRS	018 INT SVC FUNDS-EMP BEN	EXTERNAL (Amendment)	Local	NATIONAL VISION ADMINISTRATORS LLC	9/1/23-8/31/27	\$91,000.00 Annually	Vision Benefit	Amendment of C2230119, the most recent version of this ongoing contract which has been previously amended to accommodate rate changes. This amendment is for a 2023-24 rate change. This contract is to provide a vision benefit option to eligible IU13 employees/dependents.	Sole Source
6.	HRS	018 INT SVC FUNDS-EMP BEN	EXTERNAL	Local	TRUSTMARK	7/1/23-6/30/26	\$1,588,100.00	Third Party Administrator for healthcare, flex, depend care, short-term disability benefits, and pass-thru Rx benefits	To provide administration of medical claims, disability claims, flexible spending account claims, dependent care account claims, and pass-thru Rx benefits.	Sole Source



HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: RESIGNATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	ANN	CAPPELLI	PSYCHOLOGIST	EMOTIONAL SUPPORT	ECSES	06/12/2023	Accepted alternate employment
2	AIMEE	DAVIS-POTTER	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES	06/02/2023	Personal reasons
3	KENDALL	DISCAVAGE	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	05/31/2023	Accepted alternate employment
4	ILIANA	ECHEZURIA FLORES	PART-TIME PARAEDUCATOR	EARLY INTERVENTION	ECSES	06/01/2023	Relocating
5	CHRISTINA	FAUST	TEACHER OF SPECIAL ED	EMOTIONAL SUPPORT	ECSES	07/27/2023	Personal reasons
6	SHAUN	FISHER	PARAEDUCATOR	SENSORY IMPAIRED	ECSES	06/08/2023	Relocating
7	ARYN	FREY	PROGRAM ASSISTANT		ECSES	06/30/2023	Correction to resignation date approved at March board
8	KAREN	HARTMAN	SUB DAILY PARAPROFESSIONAL		HRS	06/13/2023	Personal reasons
9	KELSEY	METZLER	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES	06/08/2023	Personal reasons
10	AMANDA	MINCHHOFF	PARAEDUCATOR	EARLY INTERVENTION	ECSES	05/19/2023	Accepted alternate employment
11	JESSICA	PEPLER	HOME VISITOR/FAMILY SER WORKER	EARLY HEAD START	ECSES	05/31/2023	Personal reasons
12	WILLIAM	PISER	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES	06/08/2023	Accepted alternate employment
13	KATHARINE	RODA	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	05/26/2023	Personal reasons
14	DESTINI	SANCHEZ	SUB DAILY PARAPROFESSIONAL		HRS	06/14/2023	Personal reasons
15	ELIZABETH	SHOTWELL	REGIONAL LEAD FOR K-12 CSI		EDO	06/15/2023	Accepted alternate employment
16	NEVEEN	TANIOUS	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	06/06/2023	Personal reasons
17	KENNETH	TRAVIS	COMMUNITY ED ADJUNCT INSTR	COMMUNITY ED	IS	06/30/2023	Personal reasons
18	SHANNON	URICH	TEACHER OF SPECIAL ED FLOATER	EARLY INTERVENTION	ECSES	06/16/2023	Personal reasons
19	LOGAN	VILLA	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	06/02/2023	Personal reasons
20	LAURA	WAGNER	TEACHER OF SPEECH CORRECT	RELATED SERVICES	ECSES	06/08/2023	Relocating
21	BETH	WARFEL	PART-TIME PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	06/02/2023	Personal reasons
22	HANNAH	WEIDLE	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES	05/26/2023	Accepted alternate employment
23	SUSAN	ZUNINO	TEACHER OF SPECIAL ED	AUTISTIC SUPPORT	ECSES	06/02/2023	Personal reasons

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: TERMINATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	KATHERINE	ANDERTON	SUB DAILY PARAPROFESSIONAL		HRS	05/17/2023	Failure to update clearances per request
2	LELA	FREDRICKS	SUB SHORT TERM	NONPUBLIC	IS	06/02/2023	Completion of short-term sub assignment
3	SHERRI	WILLIAMS	ASSISTANT SUPERVISOR	EMOTIONAL SUPPORT	ECSES	06/02/2023	Completion of short-term sub supervisor assignment

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: RETIREMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date
1	CHRISTINE	MOELLER	PART-TIME PARAEDUCATOR 1:1	MULTIPLE DISABILITIES SUPPORT	ECSES	06/08/2023

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
1	BRIAN	BECHTOLD	TEACHER OF SPECIAL EDUCATION	ITINERANT LEARNING SUPPORT	ECSES	08/14/2023	\$68,723.00	B+15/05	190	New - Program Need
2	ISABELLA	BEILER	SUB DAILY PARAPROFESSIONAL		HRS	06/20/2023	\$115.00 /day			New - Program Need
3	AIDAN	BUCKWALTER	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
4	RAVYN	BURKHOLDER	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
5	BRENDAN	CAREY	PART-TIME ESY PROFESSIONAL		ECSES	06/05/2023	\$45.30	B/01	18	Secondary Assignment
6	SARAH	CLARK	SUB DAILY PARAPROFESSIONAL		HRS	06/26/2023	\$115.00 /day			New - Program Need
7	KAYLA	CROYLE	SUB SEC ASGN PARAPROFESSIONAL		HRS	06/26/2023	\$124.43 /day			Secondary Assignment
8	RICHELLE	DEYSHER	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
9	STEPHANIE	DIPPEL	INTERPRETER	SENSORY IMPAIRED	ECSES	08/07/2023	\$38.26 /hour	15	185	New - Program Need
10	CHRISTINE	DONAHUE	SEC SPECIAL EDUCATION	STAFF DEVELOPMENT	ECSES	08/07/2023	\$79,140.00	M+15/06	195	Filling Vacancy
11	SANDRA	FASNACHT	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
12	KOHN	FOWLER	PART-TIME CAREER PATHWAYS INTERN		TS	06/12/2023	\$10.00 /hour		30	New - Program Need
13	HEATHER	GROFF	SUB SEC ASGN PARAPROFESSIONAL		HRS	06/26/2023	\$ 115.00 /day			Secondary assignment
14	MAEVE	HAINES	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
15	MEGAN	HANDSHEW	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
16	JESSICA	HARTMAN	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
17	ERIN	HAWKINS	HEALTH CARE ASSISTANT	EMOTIONAL SUPPORT	ECSES	08/07/2023	\$25.88 /hour	01	205	Filling Vacancy
18	KATHLEEN	HELLER	PART-TIME ESY PROFESSIONAL		ECSES	06/05/2023	\$45.30 /hour	B/01	18	Secondary Assignment
20	ELVA	HOOVER	PART-TIME ESY PROFESSIONAL		ECSES	06/05/2023	\$45.30 /hour	B/01	18	Secondary Assignment
21	MARY	ISAAC	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
22	TYSON	JOHNS	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
23	ISAIAH	JONES	SUB DAILY PARAPROFESSIONAL		HRS	05/30/2023	\$115.00 /day			New - Program Need
24	ISAIAH	JONES	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
25	DECLAN	KELLER	PART-TIME CAREER PATHWAYS INTERN		TS	06/12/2023	\$10.00 /hour		30	New - Program Need
26	ILENE	KOCHEL	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
27	MADISYN	KOWALICK	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
28	GRANT	KUHN	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
29	KARI	KURTZ	SUB SEC ASGN PROFESSIONAL		HRS	06/26/2023	\$331.64 /day			Secondary Assignment
30	MADISON	KURTZ	SUB DAILY PARAPROFESSIONAL		HRS	06/05/2023	\$115.00 /day			New - Program Need
31	ETHAN	LAMA	PART-TIME CAREER PATHWAYS INTERN		TS	06/12/2023	\$10.00 /hour		30	New - Program Need
32	SUSAN	LONGLEY	PART-TIME ESY PROFESSIONAL		ECSES	06/05/2023	\$48.92 /hour	M/01	18	Secondary Assignment
33	SHAUNA	LOWE	SUB SEC ASGN PARAPROFESSIONAL		HRS	06/26/2023	\$124.43 /day			Secondary Assignment
34	CALVIN	MCCLURE	PART-TIME CAREER PATHWAYS INTERN		TS	06/12/2023	\$10.00 /hour		30	New - Program Need
35	CARRIE	MCGOUGH	SUB SEC ASGN PROFESSIONAL		HRS	06/26/2023	\$364.29 /day			Secondary Assignment
36	GABRIEL	MCGOUGH	SUB DAILY PARAPROFESSIONAL		HRS	05/22/2023	\$115.00 /day			New - Program Need
37	HALEY	MCMULLEN	SUB DAILY PARAPROFESSIONAL		HRS	06/05/2023	\$115.00 /day			New - Program Need
38	HALEY	MCMULLEN	PART-TIME ESY PROFESSIONAL		ECSES	06/05/2023	\$45.30 /hour	B/01	18	Secondary Assignment
39	CHRISTINE	MOELLER	SUB DAILY PARAPROFESSIONAL		HRS	06/09/2023	\$115.00 /day			New - Program Need
40	CHRISTIN	MORRIS	SUB SEC ASGN PARAPROFESSIONAL		HRS	06/26/2023	\$127.28 /day			Secondary Assignment
41	ANDREW	PARISAN	PART-TIME CAREER PATHWAYS INTERN		TS	06/20/2023	\$10.00 /hour		30	New - Program Need
42	LAURA	PATCHES	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
43	BRIELLE	PFEIFFER	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
44	EMAN	QUNDES	PART-TIME CAREER PATHWAYS INTERN		TS	06/12/2023	\$10.00 /hour		30	New - Program Need
45	BRANDI	RODRIGUEZ	SUB SEC ASGN PARAPROFESSIONAL		HRS	06/26/2023	\$124.43 /day			Secondary Assignment
46	MARLENE	SAUNDERS	PARAEDUCATOR 1:1	EARLY INTERVENTION	ECSES	06/12/2023	\$16.59 /hour	01	260	Filling Vacancy
47	STEPHANIE	SFRISI	SUB SEC ASGN PROFESSIONAL		HRS	06/26/2023	\$386.12 /day			Secondary Assignment
48	AMAN	SHAIK	PART-TIME CAREER PATHWAYS INTERN		TS	06/26/2023	\$10.00 /hour		30	New - Program Need
49	DEBRA	SMITH	PART-TIME ESY PROFESSIONAL		ECSES	06/05/2023	\$48.65 /hour	M/01	18	Secondary Assignment
50	KELLY	SPANGENBERG	LONG TERM SUB SOCIAL WORKER	EARLY INTERVENTION	ECSES	06/12/2023	\$65,065.00	M/01	190	Filling Vacancy
51	BRENDA	STEFFY	SUB SEC ASGN PARAPROFESSIONAL		HRS	06/26/2023	\$124.43 /day			Secondary Assignment

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
52	THOMAS	STEM	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	08/07/2023	\$17.36 /hour	01	185	Filling Vacancy
53	MADISON	SWARTZLANDER	TEACHER OF SPECIAL EDUCATION	AUTISTIC SUPPORT	ECSES	08/07/2023	\$61,591.00	B/01	190	New - Program Need
54	CARLA	TROCHE MUNOZ	PART-TIME CAREER PATHWAYS INTERN		TS	06/12/2023	\$10.00 /hour		30	New - Program Need
55	ANN	TUCSNAK	SUB SEC ASGN PROFESSIONAL		HRS	06/26/2023	\$ 371.58 /day			Secondary assignment
56	BRIAN	UMBEL	TEACHER OF SPECIAL EDUCATION	EMOTIONAL SUPPORT	ECSES	08/07/2023	\$66,413.00	M/01	190	Filling Vacancy
57	LAUREN	WALTZ	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
58	LARA	WELK	SUB SEC ASGN PROFESSIONAL		HRS	06/26/2023	\$426.19 /day			Secondary Assignment
59	KRISTEN	WENRICH	PART-TIME ESY PROFESSIONAL		ECSES	06/05/2023	\$45.30 /hour	B/01	18	Secondary Assignment
60	LORI	WILLIAMS	PART-TIME ESY PARAPROFESSIONAL		ECSES	06/05/2023	\$16.59 /hour	01	18	Secondary Assignment
61	VIRGINIA	WILSON	PROGRAM ASSISTANT		ECSES	06/20/2023	\$19.74 /hour		260	Filling Vacancy
62	HOLLY	WINEGAR	TEACHER OF SPECIAL EDUCATION	AUTISTIC SUPPORT	ECSES	08/07/2023	\$61,591.00	B/01	190	New - Program Need
63	KEVIN	ZHANG	PART-TIME CAREER PATHWAYS INTERN		TS	06/12/2023	\$10.00 /hour		30	New - Program Need

**EXTENDED SCHOOL YEAR RETURNING STAFF EFFECTIVE JUNE 26, 2023, THROUGH JULY 27, 2023:**

**PROFESSIONALS:**

64	Amy	Apgar
65	Amy	Barrall
66	Emily	Bainbridge
67	Jaime	Barbee
68	Kelly	Barlow
69	Renee	Bender
70	Jessica	Bigsby
71	Lawrence	Bopp
72	Emily	Burrell
73	Erin	Campbell
74	Olivia	Canfield
76	Molly	Chahwala
77	Olivia	Citrone
78	Michelle	Crosby
79	Linda	Cunningham
80	Jennifer	Deiter
81	Tracey	Diffendall
82	Sarah	Embly
83	Brynn	Farley
84	Christina	Faust
85	Alicia	Fleming
86	Beth	Gainer
87	Faith	Garner
88	Scott	Gavey
89	Jennifer	George
90	Traci	Graham
91	Brenda	Heizman
92	Kara	Henning
93	Jenelle	Hornick
94	Cathy	Hower
95	Hannah	Humphrey
96	Kadia	Julian
97	Jordan	Kern
98	Peter	Knudsen
99	Stacie	Koprowski
100	Rebecca	Lewis

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: EMPLOYMENT

101 Laura	Lynch
102 Meghan	McElroy
103 Allison	Mettler
104 Ashley	Mitchell
105 Allison	Moltz
106 Laura	Musser
107 Terra	Perry
108 Andrea	Peters
109 Gilda	Picioccio
110 Emma	Pickel
111 Kaitlyn	Piscitelli
112 Sarah	Popiel
113 Patrice	Reed
114 Kathleen	Reist
115 Kathleen	Ricciardi-Hill
116 Sefanie	Roberto
117 Amy	Roth
118 Andrea	Rutledge
119 Lindsey	Schneider
120 Kimberly	Shank
121 Kelsey	Showers
122 Jennifer	Spatz
123 Jenna	Sterner
124 Jennifer	Stetler
125 Rebecca	Swiatek
126 Emily	Tull
127 Greta	Van Arman
128 Melissa	Walsh
129 Ashley	Weatherby
130 Liz	Wechter
131 Michelle	Weisman
132 Kristyn	Whisman
133 Pamela	Wunderlich
<b>PARAPROFESSIONALS:</b>	
134 Leslie	Alleman
135 Teaa	Alleman
136 Michelle	Alston
137 Jennifer	Alwine
138 Susan	Anderson
139 Judy	Bartels
140 Jesnyaliz	Benitez Roman
141 Melisa	Brightbill
142 Jo-Ann	Brown
143 Andrew	Brubaker
144 Theo	Burkholder
145 Yahelis	Castillo
146 Beatrice	Chin
147 Rachel	Ciuta
148 Kenisha	Colmenero-Lopez
149 Cheri	Coughlin
150 Savana	DaBella

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: EMPLOYMENT

151 Shahnaz	Daneshvar
152 Jeffery	DiFrank
153 Kelly	Donmoyer
154 Abigail	Edwards
155 Naglaa	El Barbary
156 Tiffany	Erb
157 Nancy	Flannery
158 Donna	Forney
159 Nicole	Forti
160 Elisia	Freeman
161 Nichole	Garner
162 Melissa	Garvey
163 Milagro	Gonzalez
164 Dulce	Gonzalez De Moronta
165 Sara	Graybill
166 Karen	Heckert
167 Carley	Herndon
168 Tamaney	Hostetter
169 Joan	Innusa
170 Michelle	Kauffman
171 Felice	Klink
172 Gregory	Krezmien
173 Grant	Kuhn
174 JoAnn	Kuhns
175 Carmen	Lambert
176 Heather	Lash
177 Elissa	Leach
178 Tammy	Ludwig
179 Marsha	McCulley
180 Laura	Miller
181 Christine	Nelson
182 Amber	Newcomer
183 Wylla	Nolan
184 Carrie	Palmer
185 Emily	Pappalardo
186 Patrick	Parmer
187 Sharon	Payne
188 Jennifer	Pfeiffer
189 Hannah	Popejoy
190 Robin	Price
191 Sierra	Reed
192 Tammy	Risser
193 Teresa	Rivera
194 Amanda	Robinson
195 Lori	Rodgers
196 Kayla	Root
197 Kelli	Russum
198 Tina	Sanchez
199 Jason	Santiago
200 Nathan	Sheffer

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: EMPLOYMENT

201 Alaina	Snader
202 Jayce	Stambaugh
203 Carrie	Stannard
204 Kristine	Strausbaugh
205 Donita	Swayne
206 Julie	Sweigart
207 Warren	Sykes
208 Neveen	Tanious
209 Carol	Thomas
210 Casey	Tollinger
211 Shelley	Toy
212 Denise	Triest
213 Kristina	VanHarskamp
214 Jennifer	Voshell
215 Zoe	Warfel
216 Karen	Weber-Zug
217 Kelly	Wiggins
218 Keith	Wiley
219 Dawn	Wunderlich
220 Alyssa	Yeagley
221 Jennifer	Yiengst
222 Elaria	Youaness
223 Brianne	Zeamer

**Employment of the following WIOA/TANF In School and Out of School Youth Interns at a rate of \$12.00/hour**

224 KELVIN	OQUENDO
	MORALES

---



HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: CHANGE OF POSITION, STATUS, OR SALARY

**CHANGE OF POSITION:**

#	First Name	Last Name	FROM - Position	Program	Dept.	TO - Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
1	CYNTHIA	BANNON	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	08/14/2023	\$18.49 /hour	04	185	New - Program Need
2	BETH	BOLL	PROGRAM ASSISTANT 1	COMMUNITY EDUCATION	IS	COMMUNITY ED FACILITATOR	COMMUNITY EDUCATION	IS	06/01/2023	\$24.16 /hour		260	Filling Vacancy
3	KATHERINE	BUSH	SUB DAILY PARAPROFESSIONAL		HRS	TEACHER OF SPEECH CORRECTION	EARLY INTERVENTION	ECSES	06/12/2023	\$65,065.00	M/01	190	New - Program Need
4	GEDION	CARIDO	PART-TIME COMM ED ADJUNCT INSTRUCTOR	COMMUNITY EDUCATION	IS	COMM EDUCATION INSTRUCTOR	COMMUNITY EDUCATION	IS	07/10/2023	\$21.34 /hour		260	Filling Vacancy
5	CHERI	COUGHLIN	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	08/14/2023	\$17.74 /hour	02	185	Filling Vacancy
6	ASHLEY	ECKENRODE	SUB DAILY PARAPROFESSIONAL		HRS	CUSTOMER SERVICE REP 1		PATTAN	05/22/2023	\$19.74 /hour		260	Filling Vacancy
7	MARCIE	ELBIN	PROGRAM ASSISTANT		HRS	HUMAN RESOURCES GENERALIST		HRS	07/03/2023	\$87,000.00		260	New - Program Need
8	LELA	FREDRICKS	SUB DAILY PROFESSIONAL		HRS	SUB PRO/SHORT TERM	NON-PUBLIC	IS	05/22/2023	\$342.45 /day	M/01	190	Filling Vacancy
9	ELISIA	FREEMAN	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	08/14/2023	\$17.74 /hour	02	185	New - Program Need
10	HEATHER	GAUGHAN	PARAEDUCATOR 1:1	CNTR BASED EMOTIONAL SUPPORT	ECSES	PARAEDUCATOR	CNTR BASED EMOTIONAL SUPPORT	ECSES	05/22/2023	\$16.59 /hour	01	185	Filling Vacancy
11	JENNIFER	GEORGE	TEACHER OF SPECIAL ED FLOATER	EARLY INTERVENTION	ECSES	TEACHER OF SPECIAL ED	CNTR BASED EMOTIONAL SUPPORT	ECSES	08/14/2023	\$91,022.00	M+45/11	200	New - Program Need
12	ELIZABETH	GERLACH	SUB DAILY PARAPROFESSIONAL		HRS	SUB DAILY PROFESSIONAL and PARA		HRS	05/31/2023	\$135.00 /day			New - Program Need
13	JESSICA	HARTMAN	SUB DAILY PARAPROFESSIONAL		HRS	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	08/15/2023	\$17.74 /hour	02	185	New - Program Need
14	KIRK	HUMMEL	SUB DAILY PROFESSIONAL and PARA		HRS	JOB TRAINER	JOB TRAINING SERVICES	ECSES	08/14/2023	\$23.47 /hour	01	185	New - Program Need
15	JAMIE	IVEY	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	JOB TRAINER	JOB TRAINING SERVICES	ECSES	08/14/2023	\$23.47 /hour	01	185	Filling Vacancy
16	COURTNEY	MARTIN	PART-TIME PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	08/14/2023	\$17.74 /hour	02	185	Filling Vacancy
17	ASHLEY	MILLER	PART-TIME STS HOME VISITOR	EARLY HEAD START	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	05/22/2023	\$115.00 /day			Employee Request
18	KELLY	O'NEILL	PART-TIME ESY PARAPROFESSIONAL		ECSES	JOB TRAINER	JOB TRAINING SERVICES	ECSES	08/07/2023	\$23.47 /hour	01	185	Filling Vacancy
19	LUZ	SANTIAGO	PART-TIME PARAEDUCATOR 1:1	EARLY INTERVENTION	ECSES	SUB DAILY PARAPROFESSIONAL		HRS	05/30/2023	\$115.00 /day			New - Program Need
20	ERIN	SMITH	PART-TIME ESY PROFESSIONAL		ECSES	TEACHER OF SPECIAL EDUCATION	AUTISTIC SUPPORT	ECSES	08/07/2023	\$72,638.00	M+15/04	190	Filling Vacancy
21	SHELLEY	TOY	PART-TIME PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	08/14/2023	\$ 17.74 /hour	02	185	Position change due to program need
22	KATHERINE	TURNER	INSUP STUDENT TEACHER	EMOTIONAL SUPPORT	ECSES	PARAEDUCATOR	EMOTIONAL SUPPORT	ECSES	05/31/2023	\$ 16.59 /hour	01	185	Student Teaching assignment ended - return to previous position
23	JENNIFER	VOSHELL	PARAEDUCATOR 1:1	AUTISTIC SUPPORT	ECSES	PARAEDUCATOR	AUTISTIC SUPPORT	ECSES	08/07/2023	\$17.74 /hour	02	185	New - Program Need
24	ELISHA	WILLIAMS	PROGRAM ASSISTANT 1		ECSES	SUB DAILY PARAPROFESSIONAL		HRS	06/09/2023	\$115.00 /day			Employee Request

**CHANGE OF STATUS OR SALARY:**

#	First Name	Last Name	FROM - Position	Program	Dept.	TO - Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
25	MELISSA	ADAMS	COORDINATOR- ONLINE LRNG SVCS		IS			IS	07/03/2023	\$ 56,178.00		260	Market adjustment to align zone with duties
26	PATRICIA	BARNES	SUPERVISOR	COMMUNITY EDUCATION	IS			IS	07/03/2023	\$ 84,072.00		260	Market adjustment to align salary & zone with duties
27	JESSICA	BARNHART	SUPERVISOR	COMMUNITY EDUCATION	IS			IS	07/03/2023	\$ 84,072.00		260	Market adjustment to align salary & zone with duties
28	JENNIFER	BEAN	TLC CONSULTANT-LITERACY		IS	SCHOOL IMPROVEMENT SPECIALIST		IS	07/03/2023	\$105,000.00		260	Expanded role and new responsibilities
29	JENNIFER	BENNETT	MANAGER- JOB TRAINING SERVICES	JOB TRAINING SERVICES	ECSES			ECSES	07/03/2023	\$115,000.00		260	Market adjustment to align salary & zone with duties
30	SUSAN	BILLY	MGR- BEHAVL HEALTH SUPP SVCS		EDO			EDO	07/03/2023	\$102,000.00		260	Expanded role and new responsibilities
31	LORI	BLANTZ	SUPERVISOR		ECSES			ECSES	07/03/2023	\$125,000.00		260	Equity adjustment
32	MADISON	BORTNER	PSYCHOLOGIST	AUTISTIC SUPPORT	ECSES			ECSES	08/07/2023	\$ 71,370.00	M+15/01	198	Correction to pay approved at the May Board meeting
33	KRISTINA	FULTON	TLC CONSULTANT-STEM		IS	CURR AND INST SPECIALIST		IS	07/03/2023	\$ 90,000.00		260	Expanded role and new responsibilities

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: CHANGE OF POSITION, STATUS, OR SALARY

#	First Name	Last Name	FROM - Position	Program	Dept.	TO - Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
34	JARED	GAUL	SYSTEMS ADMINISTRATOR		TS			TS	07/03/2023	\$ 78,000.00		260	Expanded role and new responsibilities
35	JILL	GERHART	SUPERVISOR I	EARLY INTERVENTION	ECSES			ECSES	07/03/2023	\$113,000.00		260	Equity Adjustment
36	KIMBERLY	GOOD	SUPERVISOR I	EARLY INTERVENTION	ECSES			ECSES	07/03/2023	\$125,000.00		260	Equity Adjustment
37	RACHAEL	HAVERSTICK	TLC CONSULTANT-ELEMENTARY		IS	CURR AND INST SPECIALIST		IS	07/03/2023	\$101,000.00		260	Expanded role and new responsibilities
38	KAREN	HERR	COORDINATOR- OTDA		IS	MANAGER-EDUCATIONAL OUTREACH		IS	07/03/2023	\$ 64,440.00		260	Expanded role and new responsibilities
39	KERRY	LICHTY	TEACHER OF SPEECH CORRECTION	SCHOOL-AGE RELATED SERVICES	ECSES			ECSES	08/07/2023	\$ 78,867.00	M/10	190	Correction to Program and Start Date approved at the May Board meeting
40	KIMBERLY	KING-SPINOLA	PSYCHOLOGIST	MULTIPLE DISABILITIES SUPPORT	ECSES			ECSES	03/21/2022	\$ 74,292.00	M+15/04	198	Correction to salary scale placement
41	ALEXIS	MCCONNELL	COORDINATOR- ONL LRN CUST SERV		IS			IS	07/03/2023	\$ 56,178.00		260	Market adjustment to align zone with duties
42	BETHANY	PARMER	COORDINATOR- GRANT SERVICES		IS			IS	07/03/2023	\$ 64,440.00		260	Expanded role and new responsibilities
43	AMANDA	PAVEGLIO	MANAGER- GRANT SERVICES		IS			IS	07/03/2023	\$ 84,072.00		260	Expanded role and new responsibilities
44	ANNE	WEISS	SUPERVISOR	COMMUNITY EDUCATION	IS			IS	07/03/2023	\$ 84,072.00		260	Market adjustment to align salary & zone with duties
45	LORA	ZANGARI	SUPERVISOR	COMMUNITY EDUCATION	IS			IS	07/03/2023	\$ 95,000.00		260	Market adjustment to align salary & zone with duties

HUMAN RESOURCES SERVICES AGENDA  
PERSONNEL ITEMS: LEAVE OF ABSENCE

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	00013047				SES, SPECIAL EDUC SERVICES	05/23/2023	PSERS Special Sick Leave; requesting an unpaid, non-FMLA leave of absence for an additional 84 calendar days
2	00012797				2EI EARLY INTV, NON-INSTRUCTIO	05/09/2023	PSERS Special Sick Leave; Requesting unpaid, non-FMLA leave of absence for 49 calendar days
3	00009171				SES, SPECIAL EDUC SERVICES	08/28/2023	Requesting unpaid, childrearing leave of absence for 351 calendar days
4	00012764				DAILY SUBSTITUTES	04/20/2023	PSERS Special Sick Leave continues; requesting an unpaid, non-FMLA leave of absence for an additional 36 calendar days

HUMAN RESOURCES SERVICES ADDENDUM  
PERSONNEL ITEMS: RESIGNATION

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Reason
1	LAURA	WAGNER	TEACHER OF SPEECH CORRECT	RELATED SERVICES	ECSES	06/08/2023	Relocating

HUMAN RESOURCES SERVICES ADDENDUM  
PERSONNEL ITEMS: EMPLOYMENT

#	First Name	Last Name	Position	Program	Dept.	Effective Date	Salary	Step	Days of Service	Reason
1	KASSANDRA	BENNETT	SUB-SHORT TERM TEACHER SPEECH	SCHOOL AGE RELATED SERVICES	ECSES	08/07/2023	\$349.54 /day	M/01	190	Filling Vacancy
2	ERIKA	NORTH	SUB DAILY PROFESSIONAL and PARA		HRS	06/26/2023	\$135.00 /day			New - Program Need
3	LAURA	ROTHACKER	TEACHER OF SPEC ED - ITINERANT	EARLY INTERVENTION	ECSES	07/17/2023	\$66,413.00	M/01	190	New - Program Need
4	PATTI	ROWE	SUB DAILY PARAPROFESSIONAL		HRS	06/26/2023	\$ 115.00 /day		185	New - Program need
5	ANNE	STOLTZFUS	SUB DAILY PARAPROFESSIONAL		HRS	06/26/2023	\$ 115.00 /day		185	New - Program need
6	KENNETH	TRAVIS	COMM ED ADJUNCT INSTRUCTOR	COMMUNITY ED	IS	07/03/2023	\$ 31.50 /hour		259	New - Program Need
7	JONATHAN	WILLIAMS	OCCUPATIONAL THERAPIST	SCHOOL AGE RELATED SERVICES	ECSES	08/07/2023	\$67,797.00	M/02	190	New - Program Need

## **PRIOR BUSINESS**

Mr. Stem presented the 2023-24 IU13 Board Meeting Calendar for Second Reading and Approval, noting that after school events calendars are available in September, the Board may reconsider the May 2024 meeting date if desired. On a motion by Mrs. Dieffenbach and a second by Mr. Ondrusek, the 2023-24 IU13 Board Meeting Calendar was approved.

Motion Carried: Yes-16, No-0, Absent-6

## **NEW BUSINESS**

Mr. Stem presented the 2023 IU13 Board Election Results, noting that all members on the ballot were re-elected.

Mr. Buckwalter presented a report of the IU13 Board Officer Nominating Committee. On behalf of the Committee, he presented the current officers as the slate of candidates to be re-elected.

Mrs. Rivera called for closing of nominations. On a motion by Mr. Okonak and a second by Mrs. Dieffenbach, nominations were closed.

Motion Carried: Yes-16, No-0, Absent-6

On a motion by Mr. Buckwalter and a second by Ms. Cini, the following officers were elected for 2023-24, from July 1, 2023, to June 30, 2024:

- President: Dr. Joseph Fullerton
- Vice President: Mrs. Nikki Rivera
- Treasurer: Mr. Ron Melleby
- Secretary: Mrs. Gina Brillhart
- Assistant Board Secretary: Mr. Flip Steinour

Motion Carried: Yes-16, No-0, Absent-6

Mr. Stem shared information about the Lancaster-Lebanon Education Foundation (LLEF) and its bylaws regarding IU13 Board approval of a majority of the LLEF Board of Directors. On a motion by Mr. Ondrusek and a second by Mrs. Dieffenbach, the Board approved the following IU13-Appointed Directors of the LLEF Board of Directors for a three-year term ending June 30, 2026:

- Kathy Dinkel
- Pat Jacobs
- Kathy Neyer
- Sherri Williams
- Sherry Zubeck
- Bradden Weaver
- Jane Hess

Motion Carried: Yes-16, No-0, Absent-6

Mr. Stem, along with Mrs. Brillhart, Mr. Steinour, Mr. Laubach, Mrs. Zubeck, Dr. Kirby, and Dr. Bertrand, presented a year-end Vision Update.

Mr. Sexton left the meeting. (9:15 PM)

### **LEGISLATIVE UPDATE**

Mr. Stem provided a legislative update on topics including announcing the confirmation of the Secretary of Education and information on topics regarding the state budget. Discussion ensued.

Mr. Buckwalter provided information regarding pending legislation addressing insurance for wheelchair maintenance.

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Stem provided an Executive Director's Report, including comments on the purchase and future of the Jonestown Elementary School building. He thanked the IU13 team for its vision and support of students, and the Board for creating conditions to support "work worth doing."

### **BOARD COMMENTS**

Mrs. Groff commented favorably on training she recently attended which was provided by IU13. She also commented on challenges facing students who move between school districts.

Mrs. Groff presented a Board favor, which was created by a student mini-business located at Community School West.

### **PUBLIC COMMENTS**

None.

### **ADJOURNMENT**

Mrs. Rivera announced that the next Board meeting will be on August 9, 2023, at The Conference and Training Center at IU13.

On a motion by Mrs. Groff and a second by Mr. Peters, the meeting was adjourned at 9:30 PM.

Motion Carried: Yes-15, No-0, Absent-7

Respectfully submitted,

Gina Brillhart  
Board Secretary